

Overview

Preface

The *Electronic Data Exchange (EDE) Technical Reference* is designed to meet the reference needs of programmers and data processing staff.

The Department of Education (ED) provides two types of software to EDE participants:

- EDExpress for Windows software for processing student financial aid. Using EDExpress Financial Aid Administrators (FAAs) can enter and edit electronic initial FAFSAs and electronic corrections. They can create duplicate requests, track documents, student aid packages, originate loans, and track disbursements for Pell and Direct Loans, and send signature records for FAFSA on the Web, Renewal FAFSA on the Web, Corrections on the Web, and FAFSA Express applications.
- EDconnect software for sending and receiving electronic files.

Many EDE participants need specifications for these functions to develop their own software or to develop software bridges between their own systems and EDExpress.

This guide provides sufficient information for you to build your own software to complement or take the place of the software provided by ED for sending and receiving Free Application for Federal Student Aid (FAFSA) data. It includes information about record layouts, required edits, print assistance, and reject messages that are applicable for electronic FAFSAs, Institutional Student Information Records (ISIRs), electronic corrections, and signature records.

The EDE process is described in this section with additional information in the EDE Processing section. There are numerous references to the use of EDEExpress software, so this guide may be a useful reference tool because the processing steps remain essentially the same.

Header and Trailer Records

Each batch of electronic records for FAFSAs, corrections, duplicates, Institutional Student Information Records (ISIRs), signature records, and Federal Data Requests (FDR) travels over the Student Aid Internet Gateway (SAIG) with a header and trailer record for identification.

You should refer to the Record Layouts section for instructions on individual header and trailer record layouts (refer to Header Record Sent To/Received From the CPS and Trailer Record Sent To/Received From the CPS).

Electronic FAFSA

An Electronic FAFSA begins with a signed Free Application for Federal Student Aid (FAFSA) that is completed by the student. The data is entered by the school, exported to create a file, formatted, and transmitted via the SAIG to the Central Processing System (CPS). Processed FAFSA records, EAPS03OP, are transmitted back to the school's destination point as ISIRs in separate message classes for FAFSAs.

The Record Layouts section includes information on record layouts (FAFSA Application Export Record Layout- (EAPS03IN)). Rejects are in the Processing Codes section. How to handle rejected FAFSAs is located later in this section and the EDE Processing section. The Printing section includes details on printing ISIRs.

Electronic Renewal FAFSA Requests

The Electronic Renewal FAFSA process has been completely re-engineered for the 2002-2003 year.

We are eliminating the option to request that the CPS send a RAD file of specific students to the school so the school can print and distribute Renewal FAFSAs. Instead, the CPS will automatically send to all destination points an electronic file containing a list of eligible 2002-2003 Renewal FAFSA applicants and will indicate who received a paper Renewal FAFSA or PIN mailer. The layout for this file is called RAPP PIN/Print Notification Layout and is found in section 3, Record Layouts.

We are eliminating the request option that the CPS mail pre-printed Renewal FAFSAs for designated groups of students directly to your school for distribution to your students. Instead, the CPS will print and mail paper Renewal FAFSAs directly to students.

The CPS will automatically send PIN mailers instead of paper Renewal FAFSAs to eligible applicants who are graduate students or who submitted a FAFSA or made corrections via the Internet. These students can use their PINs to access and sign their 2002-2003 Renewal FAFSAs on the Web. In addition, you can continue to use FAA Access on the Web to request that PINs be mailed to your students, or create your own file and transfer your PIN Mailer request via SAIG. The layout and error file for requesting PINs instead of paper Renewal FAFSAs for your students is found in section 3, Record Layouts and is called Type 2 Individual PIN Mailer Request Export and PIN Error Import Record Layout.

We are phasing out CPS Online Query and its access through EDconnect this fall. Schools may continue to use FAA Access on the Web to request that the CPS send PIN mailers to eligible students who would otherwise receive a paper Renewal FAFSA.

We are removing all Renewal FAFSA functionality from the 2002-2003 EDEExpress software and discontinuing the 2002-2003 version of the stand-alone Renewal Application software. (**NOTE:** Third party or in-house application systems should also eliminate these features from their software.)

Refer to the Renewal Application Action Letter for more details regarding the changes (GEN-01-10).

Institutional Student Information Record (ISIR)

CPS generates an ISIR in response to:

- Electronic Free Application for Federal Student Aid (FAFSA), correction, or duplicate request from your school.
- Electronic FAFSAs and corrections done by another school. You will receive the resulting ISIR if your Federal School Code is listed on the transaction.
- Web FAFSAs or corrections using FAFSA on the Web, Renewal FAFSA on the Web, or Corrections on the Web.
- FAFSA Express applications
- Paper FAFSA or corrections to a Student Aid Report (SAR) if your Federal School Code is listed on the transaction.

The CPS sends Automatic ISIRs to destination points for every student indicating a school serviced by the destination point on the FAFSA, and to state agencies which elect to receive ISIRs for legal residents or students indicating a school in that state.

State agencies can request ISIRs for any student on the CPS database. This process is known as the Federal Data Request (FDR).

The Record Layouts section includes details on the ISIR record layouts. The Processing Codes section includes information on comment codes, verifiable rejects, and how to respond to each. The Printing section contains specifications for printing the ISIR.

The record layouts for FDR are in the Record Layouts section (FDRS03IN), and the procedures for the FDR process are in the EDE Processing section.

Electronic Corrections/Duplicate Requests

Schools can submit corrections to FAFSA data electronically. The Record Layouts section includes the record layouts for submitting corrections (CORR03IN).

Schools can make duplicate requests to receive a specific ISIR transaction for a student provided their Federal School Code is listed on that transaction. The Correction and Duplicate Request record layouts are found in the Record Layouts section and are submitted in the CORR03IN message class.

Information about adding your Federal School Code to receive electronic data, making signature corrections, requesting a duplicate ISIR, and using the correction record are found in the EDE Processing section (section 2).

Handling Record Level Rejected Records

If the specifications in this guide are not followed on a particular record, an EDE Record Level Error Report file is transmitted to you and may be printed as an error report. (The layout is in the Record Layouts section.)

The EDE Record Level Error Report contains the record's serial number, the student's ID, the transaction number, last name, first name, the SAR field number in error, an edit code, an error code and a text explanation for the reason the record was rejected. Each field in error is reported. If it was rejected due to invalid value, CPS sends the actual value of the data received from the school. A serial number and student ID is listed more than once in the EDE Error Record Report when a record has more than one field in error. See section 4, Processing Codes for additional details about rejects. The following is a list of message classes for reporting errors:

CORE03OP	Electronic Correction or Duplicate Request Errors
FDRE03OP	Rejected FDR Requests
EAPR03OP	Electronic FAFSA Rejects
SIGA03OP	Signature Correction Acknowledgements & Errors
EREP03OP	PIN Mailer Request Errors

Handling Batch Level Rejected Records

A Batch Level Error Report is returned to you if an entire batch is rejected because of an incorrect batch number. The message classes are the same as used for rejected individual records. The layout for this report appears in the Record Layouts section. The Processing Codes section has the specific error codes and messages.

What's New and Changed for 2002-2003

Listed below you will find some of the significant changes for 2002-2003. Please refer to section 4, Processing Codes for the 2001-2002/2002-2003 ISIR Cross Reference table. This table is a cumulative list of changes to the ISIR.

- Section 4 was renamed from Processing Codes/System Requirements to Processing Codes.
- Section 5, Printing, was modified. You are no longer required to print ISIRs exactly as EDEExpress does. We have modified this section as a result.
- Section 6, Miscellaneous was removed. The Message Class table was moved to section 4. The test data information was removed from this document. The new NAS specifications initiative will replace this testing.
- There were no fields added or deleted from the FAFSA.
- The following fields were deleted from the ISIR Record Layout:
 - NSLDS FFEL Master-Prom Note Flag
 - NSLDS FFEL Lender Code
- This year the ISIR Record Layout will only contain data for 6 loans instead of 12 so the following fields have been deleted:
 - NSLDS Loan (7 to 12) Sequence Number
 - NSLDS Loan (7 to 12) Type Code
 - NSLDS Loan (7 to 12) Change Flag
 - NSLDS Loan (7 to 12) Program Code
 - NSLDS Loan (7 to 12) Net Amount
 - NSLDS Loan (7 to 12) Current Status Code
 - NSLDS Loan (7 to 12) Current Status Date
 - NSLDS Loan (7 to 12) Aggregate Principal Balance
 - NSLDS Loan (7 to 12) Aggregate Principal Balance Date
 - NSLDS Loan (7 to 12) Begin Date
 - NSLDS Loan (7 to 12) End Date
 - NSLDS Loan (7 to 12) GA Code
 - NSLDS Loan (7 to 12) Contact Type

- The following fields were added to the ISIR record layout
 - Verification Tracking Flag
 - NSLDS Loan (1 to 6) Amount of Last Disbursement
 - NSLDS Loan (1 to 6) Date of Last Disbursement
- The Sources of Assistance in this section have been removed. You can find all the important telephone numbers, fax numbers, e-mail addresses, Web sites, and services in a new document called *Sources of Assistance for Schools* which can be downloaded from SFAdownload.ed.gov.
- The table, SAR/ISIR Correction Flags and Highlight Flags in section 4 of this document has been renamed to Field Name and Position Cross-Reference. It contains two new columns, Correction Flag Position and Highlight Flag Position, which define the specific position for the flags. In the past, this table contained general references to the positions.
- The NSLDS Loan Current Status Codes table has been modified.
- The comment codes have been removed from the EDE Technical Reference. You will be able to download the *2002-2003 SAR/ISIR Comment Codes and Text* from SFAdownload.ed.gov. It will contain the text for all the comment codes.
- The following message classes were deleted as a result of changes to the electronic Renewal Application process:
 - RAPRXXOP - Renewal Application Rejects
 - REAPXXIN - Renewal Applications
 - REAPXXOP - Renewal Application ISIRs
- The data description types have changed in the following message classes:
 - EREPXXOP -from Renewal Requests (RAD) errors to PIN Mailer Request Errors
 - RADDXXIN - from Renewal Data Requests (RAD) to PIN Mailer Requests
 - RADDXXOP - Renewal Data from RAD Requests to RAPP/PIN Print Notification File. This file notifies you of the type of renewal correspondence the student received: a paper Renewal or a PIN Mailer. This file was previously 460 bytes. It has been shortened to 185 bytes.

- The lengths of the following record layouts and message classes were modified from 2850 bytes to 2450 bytes, where XX equals the process year:
 - CORRXXOP
 - EAPSXXOP
 - ESFNXXOP
 - ESFRXXOP
 - FDRXXOP
 - SARAXXOP
 - SYSGXXOP
 - YTDNXXOP
 - YTDRXXOP
 - YTDOXXOP
- The HOLDXXOP record layout and message class increased to 200 bytes from 150 to accommodate the e-mail address field
- Record level reject 18 was added to inform a school that an application or renewal application with the same SSN and Name ID is already on file on the CPS database.
- There is a new procedure for you to test your systems. Consequently, we have added the following message classes that are used for testing.
 - TAPS03IN Test System – Applications
 - TCOR03IN Test System – Corrections
 - TAPE03OP Test System – Application Errors
 - TCOE03OP Test System – Correction Errors
 - TAPS03OP Test System – Application ISIRs
 - TCOR03OP Test System – Correction ISIRs
 - TSAR03OP Test System – Automatic ISIRs

What's Changed in the Record Layouts Since the NASFAA Version?

There has been one field position change to the ISIR record layouts, see the changes listed under ISIR Record Description/Data Dictionary. There are changes to some Record Layout names, descriptions and valid field content. The changes are listed below.

- The following Record Layouts from section 3 have been renamed:
 - Type 2 Individual PIN Request Export and PIN Error Import Record Layout changed to Type 2 Individual PIN Mailer Request Export and PIN Error Import Record Layout
 - RAPP PIN Print Notification Layout was renamed to RAPP PIN/Print Notification Layout
 - Initial Application Export Record Layout was renamed to FAFSA Application Export Record Layout
 - Institution Student E-FAFSA/Web Hold Information Record Layout was renamed to FAFSA Express/Web Hold Information Record Layout
- EDE Record Level Error Report Import Record Level
 - Removed RAPR03OP from the list of message classes, this message class was eliminated as a result of changes to the Renewal Application process.
 - Removed the description under Student's Last Name. The description in this layout was not necessary.
- ISIR Record Description/Data Dictionary
 - Field 41, Student's Tax Return Completed?, changed value of 2 = Will Complete to Will File.
 - Field 75, Parents' Tax Return Completed?, changed value of 2 = Will Complete to Will File.
 - Field 150, Secondary INS Match Flag, added value P = Pending Results of Secondary Confirmation.
 - Added Verification Tracking Flag which is field 270. Because of a new field the remaining field numbers have been incremented. This field will not print on the ISIR or the SAR.

- FAFSA Application Export Record Layout
 - Field 36, Student's Tax Return Completed?, changed value of 2 = Will Complete to Will File.
 - Field 70, Parents' Tax Return Completed?, changed value of 2 = Will Complete to Will File
- Type 2 Individual PIN Mailer Request Export and PIN Error Import Record Layout
 - Field 15, Federal School Code, description under the valid field content was changed to be more descriptive.
 - Field 18, PIN Mailer Indicator, the text describing the value of Y was modified.
- RAPP PIN/Print Notification Layout
 - Field 17, Institution Number field name was renamed to Federal School Code.
- The Valid Content for E-mail address has changed in section 4.

Getting Help

If you have concerns or questions regarding this technical reference please contact CPS/WAN Technical Support. Listed below are the areas CPS/WAN Technical Support can assist you with. For a complete listing of all SFA sources of assistance go to **SFAdownload.ed.gov** to download *Sources of Assistance for Schools* guide.

CPS/WAN Technical Support

800/330-5947

Telecommunications Device for the Deaf (TDD/TTY)

800/511-5806

E-mail: *cpswan@ncs.com*

SFA Technical Support: **ed.gov/offices/OSFAP/sfatech/listserv.html**

Fax: 319/358-4260

Working hours are 7 a.m. – 7 p.m. (CT), Monday through Friday